

CSBG Recovery Act Local Plan

Please refer to your instructions prior to completing the Community Services Block Grant (CSBG) Recovery Act Local Plan.

Submit To:

Department of Community Services and Development
Attention: Community Services Division
P.O. Box 1947
Sacramento, CA 95812-1947

Section I - Agency Information

Agency	California Human Development
Address	3315 Airway Drive
City	Santa Rosa, CA 95403

Agency Contact Person Regarding CSBG Recovery Act Local Plan


Contact Person	Amber Twitchell
Title	Economic Recovery Director
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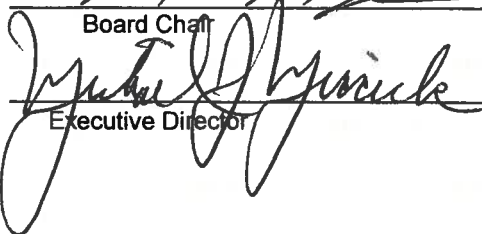
Section II - Certification

- 1 As a part of the efforts to ensure transparency and accountability, the Recovery Act requires Federal agencies and grantees to track and report separately on expenditures from funds made available through the stimulus bill. Please check to acknowledge that your agency is aware of this requirement and has the capacity to track CSBG Recovery Act program activities and expenditures separately from all other CSBG or other funding, including activities and expenditures carried out by delegate agencies and other service providers supported by subcontracts under Recovery Act funding.



The undersigned hereby certify that this agency complies with the requirements of this CSBG Recovery Act Local Plan and the information in this plan is correct and authorized.


Board Chair


Executive Director

5/6/09
Date

5/6/09
Date

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Section III - DUNS Number

Provide your agency's Data Universal Numbering System (DUNS) number. If your agency has not registered, do so and provide the number below.

DUNS Number 06-011-7272

Section IV - CCR Number

Provide your agency's Central Contractor Registration (CCR) number. If your agency has not registered, do so and provide the number below.

CCR Number 396D1

Section V - Verification of Public Inspection

Provide verification of public inspection of your agency's CSBG Recovery Act Local Plan. Documentation of public inspection must also be provided, (i.e. copy of web page, e-mail blasts, etc.)

A) Describe how your agency made this Local Plan available for public inspection.

California Human Development has created an "Economic Recovery Activity" tab to the website. The CSBG ARRA Plan is available for public inspection on this website. Additionally, copies of the plan will be available for inspection by the public during the public hearings being conducted as part of the development of the Community Action Plan.

Section VI - General Plans

For each question in this section, provide a comprehensive narrative of what plans you have made to date.

A) Provide a description of Recovery Act projects for purposes of creating and sustaining economic growth and employment opportunities. Include a description of targeted individuals and families; services and activities; and how the services and activities are tailored to the specific needs of the community.

California Human Development has identified five broad projects that will create and sustain economic growth and employment opportunities. Within these five broad projects are an array of services and activities targeted to meet the needs of the specific communities. **Project #1, Ensuring Low-Income Access to the Green Economy**, includes the development of two Green Centers - one in Sonoma County and one in San Joaquin County, the development of a Green Job Corps Program in Sonoma County, the development of a green training curriculum for our existing training centers and other activities focusing on providing access to the green economy. These activities will be designed and implemented according to local need within the service area and focus on creating pathways for economic growth and employment opportunities.

Project #2, Bridging the Achievement Gap for Youth and Young Adults includes an AmeriCorps Program in San Joaquin County, Summer Youth Employment Programs, a YouthBuild Program in Lake and Mendocino Counties and the expansion of the Youth Empowerment Center in San Joaquin County. CHD recognizes the importance of educational enrichment programs in creating opportunities for economic growth. These programs focusing on providing services to youth and young adults are tailored to meet the needs of the youth in the specified counties. **Project #3, Green & Affordable Housing Development**, includes ensuring existing housing projects are energy efficient, the inclusion of mortgage-crisis counseling and the development of a Home Ownership Center. These projects focus on ensuring safe and affordable housing exists and that individuals have access to programs that will assist them in retaining their homes.

These programs focus on the fact that lack of housing is a barrier to employment and seeks to remove this barrier. These projects are spread throughout our service area and are designed to consider local needs. **Project #4, Broadband Expansion to Rural Areas and to Underserved Populations** includes the expansion of the existing Personal Health Record Project and the development of distance learning activities and other broadband access projects. Rural communities and their vulnerable populations face significant challenges to accessing opportunities to economic growth and this project focuses on removing some barriers to employment and increasing opportunities to access economic growth programs.

Project #5, Immediate Relief and Safety Net Services includes the provision of safety net services to those individuals in immediate need, the use of the mobile unit to provide education and employment services to rural areas and the expansion of the training programs hard to serve populations. This project includes activities that will be spread throughout the service area to address immediate needs of individuals and families. California Human Development focuses services on the migrant seasonal farmworker population.

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B) Provide a description of the service delivery system for Recovery Act projects for purposes of providing a wide range of innovative services and activities. Include a description of the geographical area served.

A small percentage of the total Recovery Act funds will be used for existing services funded through the regular CSBG allocation. California Human Development will utilize a service delivery system that focuses on the needs of the individuals, families and communities that we serve. CHD is responsible for Area 1 of the migrant seasonal farmworker service area, or all 31 most northern California Counties. We have offices located in 13 of these counties and the ability to travel to the other counties providing services via our Jobs on Wheels Mobile Unit. CHD has plans for several innovative projects that provide a wide range of services.

The Green Centers, the projects involving national Emergency Grants, the youth programs and the expansion of the MiVIA project are all examples of innovative projects. The primary service delivery system involved collaboration from other agencies to ensure proper outreach and targeting of populations as well as the direct provision of services through CHD's existing infrastructure.

C) Describe how your agency will use Recovery Act funds to meet the short-term and long-term economic and employment needs of individuals, families and communities.

As described above, CHD has developed projects with both short-term and long-term economic and employment needs in mind. The provision of safety net services and other support service activities are designed to meet the immediate and short-term needs of individuals families and communities. The other projects, including the development of the Green Centers and the youth programs are designed to meet the long-term economic and employment needs of the people and communities we serve.

D) Provide a description of how linkages will be developed to fill identified gaps in services. through the provision of information, referrals, case management and follow up consultations.

California Human Development actively seeks and develops partnerships with local agencies throughout our service area. All of our current services and projected activities includes a case management and referral component to fill identified gaps in services. CHD staff work diligently to stay activity in the individual communities we serve to ensure they are aware of and have established relationships with other local organizations, both public and nonprofit organizations. As we begin to implement the projected activities, we will focus on expanding our partnerships and engaging the community in order to ensure the activities include a comprehensive response to local need.

E) Provide a description of how Recovery funds will be coordinated with other public and private resources, to avoid duplication and/or supplanting.

California Human Development will leverage the CSBG ARRA dollars to access other public and private resources. In the majority of the projected activities, CSBG ARRA dollars will be utilized as the base funding for the leveraging and match requirements of other funding sources (except where prohibited). In utilizing CSBG ARRA funds as leveraging opportunities for other funding sources, we inherently avoid duplication and/or supplanting.

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F) Provide a description of how the funds will be used to support innovative community and neighborhood based initiatives related to the purposes of the Recovery Act, which promotes food, housing, health services and employment-related services and activities.

Our goal with the **Green Center initiative** is to position interested partners within the community to effectively integrate existing low income energy conservation programs and job training programs with the green movement. The Green Centers would act as a hub for energy-efficiency education and outreach, appliance replacement programs and establish "green learning laboratories" that will be used to train and place low-income individuals into high-growth jobs. Each Green Center will be physically located in a hub within low income communities and serve as a conduit for connecting the low income community with the green movement.

The Green center Design consists of four components: Outreach Component: The Green Center will have the outreach capability to market both hub-center services and public/private energy efficiency services to the low income community. The Center could also assist with outreach for private utility programs such as PG&E's Energy Partners Program. Direct Assistance and Appliance Replacement/ Incentives Component: Because studies have shown that the energy burden from older appliances is very high for the low income community, we see appliance replacement and other direct incentives as a mechanism to both reduce these costs and provide incentives for low income families to participate in conservation education programs that could provide additional energy savings.

Community Education Component: The community education component is not only a way to encourage families to participate in household energy efficiency measures, but also a way to introduce green technology as a career pathway and a job. **Green Learning Laboratory/Jobs component:** The Green Learning Laboratory would be a learning laboratory and showcase for the low income community in one or more aspects of green technology and provide a pathway to other training and/or jobs. The Center will provide hands on learning and demonstrations in fields which could include: solar and Photo Voltaic, green construction, wind, bio mass and/or other technologies that will create thousands of jobs and self employment opportunities for Californians in the next thirty years.

The **MiVIA Personal Health Record (PHR)** was developed by Community Health Resource and Development Center (CHRDC) and is a pioneering PHR that helps California's low-income population, including farmworkers; expand access to care. California Human Development under direction from La Cooperativa Campesina de California is currently administering the MiVIA Project and is planning for the expansion of the program during the coming months. MiVIA helps reduce fragmentation, improves access. MiVIA features include the ability to store and download critical health information such as diagnosis, medications, allergies, chronic conditions, treatment plans and test results with the objective to enhance health outcomes and decrease duplication of services. MiVIA serves to bridge the fragmentation of these programs by providing health advocacy education and outreach as part of a program utilizing the personal health record as the tool to change consumer behavior to improve health outcomes.

G) Provide a description of the community-needs assessment (which may be coordinated with community-needs assessments conducted for other programs).

California Human Development conducts a variety of needs assessments throughout the service area. In addition to participating on each of the Workforce Investment Boards throughout the region, CHD staff also participate in needs assessment activities conducted by partner agencies. As part of our public hearing process for the Community Action Plan required by the CSBG statute, we will be incorporating a conversation specific to Recovery Act funds. The purpose of these dialogues is not only to collect information related to the needs of individuals, families and communities, but it also to ensure transparency and inform the communities about activities occurring and planned at CHD.

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H) Provide a description of the service delivery system for benefit enrollment coordination activities for purposes of identifying and enrolling eligible individuals and families in Federal, State, and local benefit programs. Include a description of the geographical area served and a listing of sub-grantees provided the services and service areas.

Each client that is provided services through any of CHD's programs receives an assessment as to their current educational/employment level and needs. Through this assessment, CHD staff are able to identify existing needs that will not be filled through the existing services. CHD staff then refer clients to other services within the community that provide the services necessary. CHD staff then follow-up with the client to ensure services were accessed. This practice occurs throughout CHD's service area.

J) Describe your education and outreach projects to advertise and market the Recovery Act services and outcomes.

California Human Development will engage in aggressive outreach activities in order to advertise Recovery Act Services. In addition to this plan being posted on the website, each of our partners throughout the service area will receive a copy and be asked to engage in a dialogue related to coordinating services. Following the availability of funds, CHD will host a variety of community forums discussing the enhanced services available due to the Recovery Act. CHD also plans on increasing the usage of the **Jobs-On-Wheels Mobile Employment Unit** to advertise the services available. The mobile unit will increase the outreach provided to the service area, with a specific focus on the rural and harder-to-reach populations.

As part of the infrastructure enhancement CHD will engage in, CHD will hire a marketing assistant that will focus their time and attention on marketing the successes of the ARRA-funded programs. CHD will produce press releases related to the outcomes of the program and will highlight successes during the ongoing community forums.

Section VII - Energy Coordination

For each question in this section, provide a comprehensive narrative of what plans you have made to date.

A) Describe how your agency has/will establish a mutual referral service agreement with your local energy provider to ensure that clients receive services that support their progress towards achieving self-sufficiency.

The **Green Centers** offer an ideal platform for the co-location of local energy efficiency and workforce development providers. One of the essential pillars of the Green Center include the provision of direct assistance programs to the clients. In an effort to ensure this occurs, CHD staff have been working with the local energy providers both in Sonoma County and San Joaquin County to discuss the potential of colocation to ensure clients have direct access to the programs. As part of this effort, CHD staff have been working to ensure a mutual referral service exists.

In the other areas served by CHD, staff have been in contact with the local energy providers to discuss the possibility of performing outreach for the energy providers and/or the possibility of collaborating on training products. With the updates that will occur to the existing training programs, the energy providers will be essential partners and will be contacted to provide input as to the trends in the emerging green economy within each local community.

B) Describe the activities your agency will conduct to actively coordinate with the local energy program in employment training and job placement of clients.

Another essential pillar of the Green Center is the **training component** that will be offered directly to low-income individuals within the community. In designing the training components of the two Green Centers, the local energy providers will be solicited for their feedback in terms of the training needs for their demand occupations and the trends they have identified in terms of job placement within the community. The local energy providers will play an essential role in providing the necessary feedback so that training curriculums are designed to meet the needs of the individuals and communities.

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Section VIII - Workforce Development Projects and Activities

Title

A.1) Project/Activity #1

Title	Ensuring Low Income Access to the Green Economy -- Energy Efficiency and Green Jobs
Cost	\$690,000
Est. # of Jobs	* Created # 70 * Retained # 15
Description	This project includes the following activities: the start-up and operations of a Green Center in Sonoma County; the start-up and operations of a Green Center in San Joaquin County; funds to enhance the Energy Partners Program in Sonoma and Napa Counties; to enhance the Green Jobs Corps Program in Sonoma County; to enhance the planned drought related National Emergency Grant - Dislocated Worker Program; to update the existing curriculum and equipment utilized in the current ASET training centers to focus on the emerging green economy.

A.2) Project/Activity #2

Title	Bridging the Achievement Gap of Youth and Young Adults
Cost	\$295,000
Est. # of Jobs	* Created # 80 <input type="checkbox"/> Retained # 2
Description	This project includes the following activities: development of a Youth Empowerment Center in San Joaquin County that will focus on educational attainment and developing workforce-readiness programs for local at risk youth; the enhancement of the summer youth employment programs (SYEP) in both Sacramento, San Joaquin County and other Northern California Counties; to enhance the YouthBuild Program in Lake and Mendocino Counties.

A.3) Project/Activity #3

Title	Green & Affordable Housing
Cost	\$310,000
Est. # of Jobs	* Created # 40 * Retained # 10
Description	This project includes the following activities: the development of green and affordable housing projects in CHD's service area and Tulare County, with a focus of farmworker and senior housing; the development of projects that would improve the energy efficiency and independence of CHD's existing projects -- Mahal Plaza, Napa Farm Labor Centers, Parkway Plaza and Aytch Plaza, the expansion of CHD's home foreclosure intervention counseling, and the creation of a home ownership center that would help vulnerable populations become first time homebuyers.

A.4) Project/Activity #4

Title	Broadband Expansion in Rural Areas and to underserved populations
Cost	\$100,000
Est. # of Jobs	X Created #5 <input type="checkbox"/> Retained # 3
Description	This project includes the following activities: Expansion of the MiVIA Personal Health Record PHR program and Telehealth options to broaden the enrollment of vulnerable populations in PHR's to improve their health outcomes by promoting greater access, integration of medical information, health education and prevention activities; improving access of vulnerable rural populations, including farmworkers, to distance learning -- such as training, ESL, Citizenship --, and to community education and critical public safety information through improved broadband access; and utilizing more fully CHD's Sacramento Wireless TV station.

A.5) Project/Activity #5

Title	Immediate Relief and Safety Net Services
Cost	\$215,583
Est. # of Jobs	* Created # 10 <input type="checkbox"/> Retained # 35
Description	This project includes the following activities: to provide essential safety-net services to those individuals identified with immediate needs; to expand the number of training slots available within the existing training programs administered by CHD; to expand the use of the Jobs on Wheels mobile unit to enhance outreach and access to employment-readiness resources.

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In this section, provide information on projects or activities that will be funded in part or totally by Recovery Act funds that will be carried out by a delegate agency or other service provider pursuant to a subcontract with Recovery Act funds. For each project or activity include the following: title, subcontractor name, cost, an estimate of the number of jobs created or retained, and a description of the project or activity.

B.1) Subcontractor Project/Activity #1

Title		
Subcontractor		
Cost		
Est. # of Jobs	<input type="checkbox"/> Created #	<input type="checkbox"/> Retained #
Description		

B.2) Subcontractor Project/Activity #2

Title		
Subcontractor		
Cost		
Est. # of Jobs	<input type="checkbox"/> Created #	<input type="checkbox"/> Retained #
Description		

B.3) Subcontractor Project/Activity #3

Title		
Subcontractor		
Cost		
Est. # of Jobs	<input type="checkbox"/> Created #	<input type="checkbox"/> Retained #
Description		

B.4) Subcontractor Project/Activity #4

Title		
Subcontractor		
Cost		
Est. # of Jobs	<input type="checkbox"/> Created #	<input type="checkbox"/> Retained #
Description		

B.5) Subcontractor Project/Activity #5

Title		
Subcontractor		
Cost		
Est. # of Jobs	<input type="checkbox"/> Created #	<input type="checkbox"/> Retained #
Description		

B.6) If you specified any project/activity in B.1 – B.5, describe the process you will use to select the above subcontractor(s) to provide services funded in part or totally by the Recovery Act funds.

At this time, CHD is not planning on issuing any subcontracts.

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In the section below list all projects or activities that will be funded in part or totally by Recovery Act funds, the applicable National Program Indicator (NPI) and a description of the project or activity.

C) Under the regular CSBG program, eligible entities use funds to provide services and activities addressing unemployment, education, better use of available income, housing nutrition, emergency services and/ or health to combat the central causes of poverty. Such services continue to be supportable under the CSBG Recovery Act. *In recognition of the intent of the Recovery Act, agencies are encouraged to support employment related services and activities that create and sustain economic growth.*

<i>NPI</i>	<i>Project or Activity</i>	<i>Description</i>
1.1A, 1.1B, 1.1C, 1.2A, 1.3-3, 2.1A, 2.1C, 2.1H, 2.2A, 2.2B, 3.1, 3.2D, 4.1A, 4.1B, 5.1, 6.1A, 6.1B, 6.2B	Ensuring Low Income Access to the Green Economy - Energy Efficiency and Green Jobs	This project includes the following activities: the start-up and operations of a Green Center in Sonoma County; the start-up and operations of a Green Center in San Joaquin County; funds to enhance the Energy Partners Program in Sonoma and Napa Counties; to enhance the Green Jobs Corps Program in Sonoma County; to enhance the planned National Emergency Grant - Dislocated Worker Program; to update the existing curriculum utilized in the current training centers to focus on the emerging green economy.
1.1A, 1.2A, 1.2B, 1.2C, 1.2E, 1.2F, 1.2G, 1.2H, 1.2I, 2.1A, 2.1C, 2.1H, 2.2E, 3.1, 3.2D, 4.1A, 4.1B, 5.1, 6.2-2, 6.2-3, 6.2-4, 6.2-5	Bridging the Achievement Gap of Youth and Young Adults	This project includes the following activities: development of a Youth Empowerment Center in San Joaquin County that will focus on educational attainment and developing workforce-readiness programs for local youth; the enhancement of the summer youth employment programs in both Sacramento, San Joaquin County and other Northern California Counties; to enhance the YouthBuild Program in Lake and Mendocino Counties.
1.1A, 2.1B, 2.1C, 3.1, 4.1A, 4.1B, 5.1	Green & Affordable Housing	This project includes the following activities: the development of green and affordable housing projects in CHD's service area and Tulare County, with a focus of farmworker and senior housing; the development of projects that would improve the energy efficiency and independence of CHD's existing projects -- Mahal Plaza, Napa Farm Labor Centers, Parkway Plaza and Aytch Plaza, the expansion of CHD's home foreclosure intervention counseling, and the creation of a home ownership center that would help vulnerable populations become first time homebuyers.
1.1A, 2.2B, 2.2C, 2.2D, 3.1, 4.1A, 4.1B,	Broadband Expansion in Rural Areas and to underserved populations	This project includes the following activities: Expansion of the MiVIA Personal Health Record PHR program and Telehealth options to broaden the enrollment of vulnerable populations in PHR's to improve their health outcomes by promoting greater access, integration of medical information, health education and prevention activities; improving access of vulnerable rural populations, including farmworkers, to distance learning -- such as training, ESL, Citizenship --, and to community education and critical public safety information through improved broadband access; and utilizing more fully CHD's Sacramento Wireless TV station.
1.1A, 1.1B, 1.2A, 2.1H, 3.1, 4.1A, 6.2A, 6.2B, 6.2C, 6.2D, 6.2E, 6.2F, 6.2G, 6.2I	Immediate Relief and Safety Net Services	This project includes the following activities: to provide essential safety-net services to those individuals identified with immediate needs; to expand the number of training slots available within the existing training programs administered by CHD; to expand the use of the Jobs on Wheels mobile unit to enhance outreach and access to employment-readiness resources.

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D) Provide a description of planned infrastructure investments, the purpose, total cost and the rationale for funding the Infrastructure Investment with funds made available under the Recovery Act. (Capital Improvements are not allowable costs per P.L. 105-285 Sec. 678F)

California Human Development has six specific activities that we have identified as planned infrastructure investments. First, CHD will hire five new positions in order to effectively meet the demands of the additional Recovery funding. Two fiscal staff, one additional staff in the HR Department, a Marketing Assistant and an Operations Assistant will all be hired on a temporary basis. CHD will advertise these positions identifying that they are part of recovery funding and these positions will expire following the life of the ARRA funds.

These positions will focus their attention on meeting the goals of the ARRA funds. We are budgeting \$210,000 for this activity. Second, CHD will utilize a portion of Recovery funds to allocate a designated percentage to existing staff that are working on specific Recovery activities. In accordance with OMB A-87, this allocation will be in accordance with actual time dedicated to specific activities. We are budgeting \$200,000 to this activity. The third activity includes retaining current employees.

Due to the economic downturn, local governments have had to cut charitable funding programs. Due to these cuts, CHD has lost funding for the Day Labor Center in Healdsburg. We will utilize \$20,000 to continue providing essential services to Day Laborers in Healdsburg and to ensure current employees are retained in their current capacity. The fourth activity is the development and utilization of a client management database. We have budgeted \$50,000 for this activity and it includes creating and implementing

This database will be utilized in each of CHD's offices as an effort to coordinate service delivery and data collection methods. The fifth and sixth activities include enhancements to CHD's website and IT infrastructure. We have budgeted \$25,000 to web enhancement activities, including the task of making it more interactive for users. We have budgeted \$75,000 for enhancements to our IT Department which includes ensuring the necessary infrastructure is available to meet the growing technological needs of the organization.

E) Will your agency use a portion or all the Recovery Act funds for administrative costs? Check the appropriate box.

☒ Yes, our agency will use a PORTION of the Recovery Act funds for administrative costs.

☐ Yes, our agency will use ALL of the Recovery Act funds for administrative costs.

☐ No, our agency will NOT use any of the Recovery Act funds for administrative costs.

E.1) If you checked one of the "YES" boxes in E, explain how the funds allocated to administrative costs will be tracked to a measurable outcome.

All funds utilized by the organization to support administrative costs will be tracked to a measurable outcome. The costs directed to cover administrative expenses will be identified as supportive of specific programs and outcomes and reported appropriately. As part of the infrastructure necessary for the effective administration of the Recovery funds, CHD has created a "Economic Recovery Director" position. This individual is responsible for the oversight of all stimulus funding and making sure that the funds are utilized appropriately and the outcomes are reported appropriately.

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Section IX - Required Disclosures

For each question in this section, disclose any unresolved findings and/or recommendations, or any legal proceedings.

A) List all non-CSD funded programs administered by the agency within the past three (3) years that have unresolved findings and/or recommendations or have been terminated as a result of deficiencies.

None to Report

B) List all legal proceedings the agency is currently involved in or has been in the past three (3) years. Include a brief description of the proceeding and the outcome. If the proceeding is currently, active provide the status.

There are currently three active lawsuits in which CHD is involved. Two of these lawsuits are workers compensation suits in which CHD is the defendant and the third is a suit against the Federal Government in which CHD is the plaintiff.

Workers Compensation Suits:

There are currently two active workers compensation suits. One employee located in CHD's Central Administration Department and one employee in CHD's Farmworkers Services Division is currently pursuing serious and willful suits against the organization. Both lawsuits have been heard by the Workers Compensation Appeals Board and the organization is currently awaiting the response. The organization has adequate insurance policies to cover any damages assessed as part of the lawsuits; however the potential fiscal impact includes an increase in these insurance rates.

Suit against the Federal Government:

California Human Development is the plaintiff and HHS Administration of Children and Families (ACF) is the defendant in a case in the Federal court of Claims. CHD's claim for breach of contract and damages concerns a receivable stemming from the transfer and relinquishment of Head Start and early Head Start Programs in Yolo County in 2003. The case has gone to trial, final briefs have been submitted to the court and a decision is expected shortly.

Section X - Barriers

For each question in this section, provide information on potential barriers to your agency's success.

A) Identify any barriers that your agency feels it may face in meeting the requirements of the Recovery Act (i.e., subcontracting, staffing, workforce development, compliance with reporting, performance).

The activities proposed as part of these funds are complicated projects with large projected impact within the community. Collaboration, effective partnerships and effective integration of service delivery standards will be essential. While this is not a barrier to success, it is an area that will require special focus.
